



February 18, 2010

Number: U1002

The City of San Diego is accepting resumes for the unclassified position of

SAP FINANCE AND CONTROLLING (FICO) CONFIGURATION SPECIALIST

Salary Range: Dependent on qualifications and experience.

Recruitment: Open to all Qualified Candidates.

Filing Deadline: **Open until filled.** Candidates are encouraged to apply promptly as interviews and selection may begin upon receipt of resumes from qualified individuals.

The City:

With more than 1.3 million people, the City of San Diego is the ninth largest city in the United States and the second largest in California. The City of San Diego's diverse population, great educational institutions, unsurpassed quality of life and world-renowned location makes it the ideal place to work, live and play.

As one of the region's largest employers, the City of San Diego has a combined Fiscal Year 2010 operating budget of approximately \$3.0 billion and employs over 10,000 highly dedicated employees. Additional information about the City of San Diego can be obtained on the City's website: www.sandiego.gov.

The Position:

Under the direction of the OneSD SAP Support Director, the SAP Finance and Controlling (FICO) Configuration Specialist will have the responsibility for the configuration of a solution for an entire business function or process, e.g. finance, accounts receivable, accounts payable, etc. This position will also have overall responsibility for the preparation of required documents and gap analysis; identify impacts to business resulting from newly configured or improved business functionality; conduct requirements gathering, design, build, test and documentation activities; responsibility for the implementation integration and User Acceptance Testing (UAT) with the business client; and will be responsible for preparing system requirement documents, functional specifications, test and user documentation. The SAP FICO Configuration Specialist will also work closely with the other members of the OneSD SAP Support Organization through all phases of the SAP solution lifecycle in order to support the business needs of the City. Additionally, the SAP FICO Configuration Specialist will also provide the leadership, vision, and direction for the OneSD SAP FICO support team.

SAP Finance and Controlling (FICO) Configuration Specialist

Page 2 of 3

Key Areas of Responsibility:

- Work in conjunction with the technical team and other division staff to provide on-going business application support for citywide SAP software. These activities include analysis of reported problems, enhancement requests, and minor and major software upgrades;
- Work in union with the technical team and other division staff to develop and maintain the overall OneSD SAP support organization work plan; plan and schedule work for the functional team; monitor and report on progress, and make adjustments as required; monitor completion of work assignments; track progress and ensure completion of all tasks;
- Assist the OneSD SAP Support Director in developing strategy for optimizing the use of SAP. Recommend project priority and assist in business case development, and advise on the feasibility of potential future projects;
- Assist the OneSD SAP Support Director to establish levels of service and support with the central and operating departments for SAP supported business processes and services;
- Maintain an awareness of SAP functionality, best practices, and SAP trends and directions;
- Recommend functional strategies that are aligned with the City's business strategy and are consistent with SAP's enterprise architecture and strategic direction and computing platform standards;
- Responsible for creating and maintaining supporting documentation for SAP system functional design and configuration; and
- Carry out additional duties as necessary.

Qualifications:

The ideal candidate will possess the following qualifications:

- A working knowledge of Accounts Payable, Accounts Receivable and General Ledgers;
- Knowledge in Materials Management (MM) integration with finance;
- Strong analytical skills with the ability to balance competing priorities;
- A commitment to public service, fiscal responsibility, and innovation in government;
- Excellent verbal, written, facilitation and presentation skills, especially with non-technical managers, with the ability to present and discuss technical information in a way that establishes rapport, persuades others and gains understanding;
- Demonstrated skill in managing, leading and directing staff towards meeting an organization's objectives and programs, preferably in a SAP implementation and support environment;
- Strong knowledge and understanding of business and business processes in the public sector;
- Strong leadership skills with the ability to build credibility in a political environment;
- A solid knowledge and understanding of SAP public sector features including fund accounting, grant accounting, procurement and project systems;
- Ability to work as part of a team to configure and implement the technical design of a project;
- Flexible approach to problem solving; and
- Solid work ethic.

SAP Finance and Controlling (FICO) Configuration Specialist

Page 3 of 3

Any combination of education and experience that demonstrates these qualifications may be qualifying. Possession of a Bachelor's Degree in information technology, business administration, public administration, business management or a related field **and** 5 years of experience (within the last eight years) in the area of FICO, (FI/CO/FI-CA/FI-AR/MM/GM/PS/LO/FM/AA/TR/AP) including design, configuration and implementation; reviewing and evaluating existing and proposed business processes and making recommendations for improvements. Extensive experience with financial systems and SAP FICO integration is required.

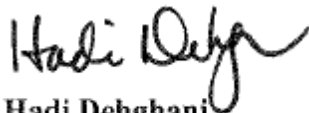
Experience with fund accounting, public budgeting and ECC's industry solution for the public sector with a functional (non-technical) accounting background is highly desirable.

Management Benefits:

The successful candidate will be eligible for participation in the City's Flexible Benefits Plan that offers several optional benefit plans or a taxable cash option; \$50,000 in City-paid life insurance; paid annual leave accruing at 22 days per year for the 1st through the 15th year of service; defined benefit City retirement with CalPERS reciprocity for those with eligible service and a mandatory 1% contribution to the 401(a) plan and .25% contribution to a retiree medical trust (with a City match to each); and optional deferred compensation (457) and 401(k) programs. Retirement benefits for current City employees may differ for this unclassified position. For further information contact Risk Management at (619) 236-6600. The benefits currently offered to employees may be subjected to future modifications.

Selection Process:

To be considered for this position, please submit **two copies of each of the following**: your current resume, a letter of interest highlighting your relevant work experience and a list of three work-related references to: The City of San Diego, Personnel Department, Employment Information Center, 1200 Third Avenue, Suite 101A, MS 51P, San Diego, CA 92101, in an envelope marked ***CONFIDENTIAL: Unclassified Recruitment – SAP Finance and Controlling (FICO) Configuration Specialist*** or email to PersUnclassified@san Diego.gov. EEO/ADA.



Hadi Dehghani
Personnel Director